

**Hopkinton School Board  
Hopkinton, New Hampshire**

**APPROVED Minutes**

**School Board Meeting  
Maple Street School – Room 1**

**Tuesday, June 5, 2018 – 5:30 p.m.**

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**IN ATTENDANCE:**

***School Board:*** Ms. Liz Durant, Chair, Ms. Aviva Nestler, Vice Chair, Mr. David Luneau and Mr. Matt Belanger, Board Members

***Administration:*** Mr. Steven Chamberlin, Superintendent of Schools, Ms. Meg Bamford, Director of Student Services, Ms. Rebecca Gagnon, HMHS Assistant Principal, Ms. Amy Doyle, HMS & MSS Assistant Principal, Mr. William Carozza, HMS & MSS Principal, Mr. Matthew Stone, Director of Technology, Ms. Michelle Clark, Business Administrator

***Student Representative:*** Cooper Kimball-Rhines

**PUBLIC SESSION**

**1. Call to Order/Pledge of Allegiance**

Ms. Durant called the meeting to order at 5:30 p.m. and led the Pledge of Allegiance.

**2. Additions/Deletions from Agenda by Superintendent**

None

**3. Correspondence**

Beth Diran, Community College of NH – policy is in place for students to get state funding for Project Running Start.

Jackson Locke – Conveyed to Superintendent Chamberlin that it was an honor to serve on the Hopkinton School Board.

Work Camp: Will be doing projects in Hopkinton the first two weeks in July and would like to invite the Hopkinton School Board and the Hopkinton Cares Committee for a Residence Evening. Dinner will be served.

**4. Approval of Minutes**

Motion to approve the minutes of the regular School Board Meeting held on May 29, 2018, was moved by Ms. Durant and seconded by Mr. Luneau, all in favor, minutes carried as presented.

**5. Public Comment**

None

**6. Comments from the Hopkinton School Board**

Cooper Kimball-Rhines: As this is his last meeting of the year, he wanted to thank the Board for all that they do. This has been an experience he could never have learned in a classroom.

Mr. Luneau: As many of you know, voter registration/elections is going on today in many states. Constituent's are hailing a program going on now in Bow, which is Student Voter Registration at Bow High School. We are probably running out of time in the school year to pull that off this year, but should consider following the Bow model and doing it at the high school in October 2018 leading up to the general election and then shifting to June 2019. Great project!

Ms. Durant: Thanked the administration for another wonderful end of year staff celebration. It is always a privilege to be a part of that and personally, to see everyone in one room at the end of the school year is really special. A lot of happiness, tears of relief, and tears of joy that take place at this event, for what ever reason is great! She and Ms. Nestler enjoyed presenting to staff who have reached milestones in their time here at Hopkinton.

## **7. Presentations and Staff Reports**

### *a.* Update: Trauma Sensitive Schools – Project GROW

Superintendent Chamberlin – We are on our tour of significant work in the District. We started with Responsive Classroom, Organic World Language, Graduation Requirements, Visible Learning, now we have two more which will finish our tour. We will talk about our work in Trauma Sensitive Schools, and also Universal Design for Learning.

Superintendent Chamberlin had the privilege to present at a National Conference in Florida on how Universal Design for Learning (UDL) aligns with the caring mission and the work we are trying to do on Magnificence. This work resonated with some DOE members and their work with Project GROW, which is generating resilience and wellness out-come in students. DOE encouraged Hopkinton School District to apply to join in this work, working with Trauma Sensitive Schools. Brought to the Leadership Team and in full transparency it was Ms. Bamford's passion and work that put Hopkinton School District over the edge and that we wanted to take this on. For a small district to manage multiple grants at the same time is a lot of work, but she was steadfast in her passion. Hopkinton School District was accepted and invited to join the GROW cohort with Concord Schools, Merrimac and others.

Superintendent Chamberlin handed out Adverse Childhood Experience (ACE) questionnaire to the Board and discussed the research on how student trauma can be a huge impact on student learning and is often misdiagnosed for ADD, ADHD, ODD and compulsive behavior. Working with kids and families with trauma is non-negotiable.

### *b.* Update: Universal Design for Learning

Ms. Bamford reported on Universal Design for Learning and how it lends to notion that barriers for learning are eliminated and all students have access to accommodations and scaffolding that works for them. This will help to breed independence and competency.

### *c.* Administrator Reports

Written reports were distributed prior to meeting.

## **8. Items for Board Discussion**

### *a.* School Board Schedule:

- i.* HHS Cookout – *Under the Pavillion, 5:00 p.m.*
- ii.* HHS Graduation – *Fairgrounds - Durgin Pulling Arena, 6:00 p.m.*
- iii.* June 19 Board Meeting – *Will be held at the Hopkinton Town Hall.*

- b. Update: Safety and Security Grant : Contract for Door Access Control /Security Cameras Design (*Action Item*)  
After talking with many people – Jay Burgess, Siemens, Harriman, we believe it is best practice to get an RFP Bid/Vendor support for the development and 400k project and waive bid policy and award contract to Bennett Engineering for not more than 22.5k.
- c. Update: Harold Martin School Facilities  
Superintendent Chamberlin reported that we have 57 kindergarten students signed up for 2018-2019.

Mr. Carozza reported that since 2008-2009 our enrollment has increased from 244 to 309 students. That is an increase of 27% in ten years. If you look at the NASDEC enrollments projections, we will be at 348 students in five years – a 47% increase in fifteen years. We are currently working on classroom needs, as well as additional storage space needed at Harold Martin School.

- d. Personnel
  - i. Extended School Year Nomination Slate (*Action Item*) – *ESY slate was distributed to the Board.*
  - ii. Schedule b: Awards/Graduation Coordinator (*Action Item*) – *Tabled.*
  - iii. Harold Martin School 2nd Grade Teacher (*Action Item*) – *Madeline Donahue*
  - iv. Hopkinton Middle High School 0.7 FTE Math Teacher (*Action Item*) – *Joel Kress.*
  - v. Elementary Library Media Specialist – Technology Integration Configuration *Reconfiguration of the Library Media Specialist position and Technology Integration position was presented as concept.*
  - vi. Preschool Staffing – *Kindergarten registration at this time is 57.*
  - vii. Superintendent Evaluation – *was emailed to the Board.*
  - viii. Update on Staffing – *Nurse, Science and School Psychologist interviews are taking place and being set-up.*
- e. Financial
  - i. Increase in adequacy
  - ii. Supplemental Financial Report: Looks like the District will be \$150K short
  - iii. Budget Committee Follow Up: A meeting will be held with Michelle, Steve and Liz to talk about revising budget development information.

Superintendent Chamberlin: FY 20 Budget – there will be some challenges with retirement costs, unreserved fund balances, and trusts. Further discussion will take place.

## 9. Public Comment - None

## 10. Materials Provided

Draft Minutes

Administrator Reports

Proposed Door Access Control/ Security Cameras Design Proposal

Revised Schedule b Nomination Slate

Administration Reports

Superintendent Self Evaluation (Presented Under Separate Cover)

ESY Slate (Presented at the meeting)

Nominating Packets (2)

**11. Important Dates**

June 7 – Senior BBQ under the Pavilion, 5:00 p.m.

June 8 – Graduation, 6:00 p.m.

June 19 – School Board Meeting

June 21 – P-6 Last day of School

June 22 – 7 – 12 Last day of School

*June 25 – (Tentative) School Board Meeting, 7:00 a.m.*

**ACTION ITEMS**

- 12.** The Hopkinton School Board accept the Superintendent’s recommendation to waive bid policy DJE and award the Door Access Control /Security Cameras Design to Bennett Engineering, in the amount not to exceed \$22,500.

**A motion was proposed by Ms. Durant, moved by Mr. Luneau, seconded by Ms. Nestler, all in favor, motion carries.**

- 13.** The Hopkinton School Board accept the Superintendent’s recommendation to approve the Extended School Year (summer, 2018) nomination slate, as presented.

**A motion was proposed by Ms. Durant, moved by Mr. Luneau, seconded by Ms. Nestler, all in favor, motion carries.**

- 14.** The Hopkinton School Board accept the Superintendent’s recommendation to approve the revised Schedule b nomination list as presented. – **Action Item Tabled.**

- 15.** The Hopkinton School Board accept the Superintendent’s recommendation to approve the nomination of Madeline Donahue, Harold Martin School 2<sup>nd</sup> Grade Teacher (1.0 FTE), for the 2018-2019 school year, pending final approval by the Superintendent.

**A motion was proposed by Ms. Durant, moved by Mr. Luneau, seconded by Ms. Nestler, all in favor, motion carries.**

- 16.** The Hopkinton School Board accept the Superintendent’s recommendation to approve the nomination of Joel Kress, Hopkinton High School Mathematics Teacher (0.7 FTE), for the 2018-2019 school year, pending final approval by the Superintendent.

**A motion was proposed by Ms. Durant, moved by Ms. Nestler, seconded by Mr. Belanger, all in favor, motion carries.**

## **17. Nonpublic Session**

Nonpublic Session for the Discussion of Matters as Per RSA 91-A: 3, II (a), (b), and (c)

Personnel  
Student Issue

At 7:15 p.m. Ms. Durant moved, seconded by Ms. Nestler, that the Board enter into nonpublic session in accordance with RSA 91-A: 3, II (a), (b), and (c) for the discussion of personnel and student issue. Motion passed on a roll call vote: Mr. Belanger (yes), Mr. Luneau (yes), Ms. Nestler (yes), Ms. Durant (yes), all in favor.

RETURN TO PUBLIC SESSION

## **18. Adjournment**

At 7:55 p.m., Ms. Durant moved, seconded by Ms. Nestler, to adjourn the meeting, motion passed, all in favor, not opposed.

**If you have any questions for members of the Hopkinton School Board or Administration please feel encouraged to contact them at the phone numbers or emails below:**

### **Hopkinton School Board**

Liz Durant, Chair, [ldurant@sau66.org](mailto:ldurant@sau66.org)

Aviva Nestler, Vice Chair, [anestler@sau66.org](mailto:anestler@sau66.org)

David Luneau, [dluneau@sau66.org](mailto:dluneau@sau66.org)

Jim O'Brien, [jobrien@sau66.org](mailto:jobrien@sau66.org)

Matt Belanger, [mbelanger@sau66.org](mailto:mbelanger@sau66.org)

### **Administration**

Steve Chamberlin, Superintendent, 746-5186, [schamberlin@hopkintonschools.org](mailto:schamberlin@hopkintonschools.org)

Michelle Clark, Business Administrator, 746-5186 [mclark@hopkintonschools.org](mailto:mclark@hopkintonschools.org)

Meghan Bamford, Director of Student Services, 746-5186, [mbamford@hopkintonschools.org](mailto:mbamford@hopkintonschools.org)

Matt Stone, Director of Technology, 746-5186, [mstone@hopkintonschools.org](mailto:mstone@hopkintonschools.org)

Bill Carozza, Principal, Harold Martin & Maple Street Schools, 746-3473, [bcarozza@hopkintonschools.org](mailto:bcarozza@hopkintonschools.org)

Amy Doyle, Asst. Principal, Harold Martin & Maple Street Schools, 746-3473/746-4195,

[adoyle@hopkintonschools.org](mailto:adoyle@hopkintonschools.org)

Chris Kelley, Principal, Hopkinton Middle and High Schools, 746-4167, [ckelley@hopkintonschools.org](mailto:ckelley@hopkintonschools.org)

Rebecca Gagnon, Asst. Principal, Hopkinton Middle and High Schools, 746-4167,

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**Maple Street School, Hopkinton, NH**  
**Nonpublic Minutes**  
**June 5, 2018**

Nonpublic Session for the Discussion of Matters as Per RSA 91-A: 3, II (a), (b), and (c)

Personnel  
Student Issue

The Board came out of nonpublic session at 7:55 p.m.

During the nonpublic session, the Board discussed personnel and a student issue.

Respectfully submitted,

Donna M. Bowe